



**URBAN AND COMMUNITY FORESTRY PROGRAM**  
**DTE ENERGY FOUNDATION TREE PLANTING PROGRAM**  
**GRANT APPLICATION**



*This information is required by Authority of Part 5 of Act 451, P.A. 1994,  
as amended, in order to be considered for a grant.*

Applicant Name (county, city, township, village, etc.)	Applicant's Contact Person (individual contact name)
Address	E-mail
City, State, ZIP	County
Telephone	Type of Applicant (Please check one): <input type="checkbox"/> Non-profit org. <input type="checkbox"/> Educational <input type="checkbox"/> Tribal Institution <input type="checkbox"/> Local Unit of Gov't <input type="checkbox"/> Other (specify) _____
<b>PROJECT BUDGET</b>  GRANT AMOUNT REQUESTED (DTE) (no more than 50% of total project cost)      \$ _____  MATCH AMOUNT (NON-DTE) (must be at least 50% of total project cost)      \$ _____  <b>TOTAL PROJECT COST:</b> \$ _____	Federal Employer Identification Number (FEIN): <b>(required info.):</b> _____  Estimated project starting date: _____  Estimated projected completion date: <b>(must be completed by 12/31/2007)</b> _____
<b>PROJECT IS LOCATED WITHIN (CHECK ALL THAT APPLY):</b>  <input type="checkbox"/> Detroit Edison service territory.  <input type="checkbox"/> Michigan Consolidated Gas service territory.	Name of U.S. Congressional Representative _____  Name of Michigan State Senator _____  Name of Michigan State Representative _____
<b>PROJECT NARRATIVE INFORMATION</b> - Please answer the following questions as concisely as possible. (Attach additional pages as needed):  <b>A. ARE THESE GRANT FUNDS BEING REQUESTED TO REPLACE ASH TREES LOST DUE TO THE EMERALD ASH BORER (EAB)?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No  <b>B. PURPOSE OF PROJECT (I.E., DESCRIBE NEED):</b>  _____  _____  <b>C. PROJECT GOALS/OBJECTIVES:</b>  _____  _____  <b>D. LIST ANY COMMUNITY PARTNERS/VOLUNTEER GROUPS ASSOCIATED WITH THIS PROJECT:</b>  _____  _____  <b>E. WHAT ARE THE SHORT- AND LONG-TERM BENEFITS TO THE COMMUNITY?</b>  _____  _____  <b>F. WHO WILL BE INVOLVED WITH AND RESPONSIBLE FOR THE PROJECT?</b>  _____  _____	

**BUDGET INFORMATION:**

A budget chart must be included (see sample budget in Grant Application Information IC-4028, page 3).

Budget detail must specify total project costs, grant amount requested and matching funds. Grant amount request can be no more than 50% of the total project costs, up to a maximum of \$3,000. Budgets must identify match funds (cash, value of in-kind contributions etc.). Matching funds may not be federal monies and must be directly related to the tree planting project.

In-kind contributions include in-house or volunteer labor costs, goods and services. Volunteer labor/services should be valued as: adults at \$16.50/hour, youths up to age 16 at \$8.25/hour. Professional or technical services contributed by businesses or companies may be estimated at commercial/professional rates that are reasonable and customary.

Project title: \_\_\_\_\_

<b><u>TOTAL PROJECT COST</u></b>			<b><u>BUDGET DETAIL</u></b>
<b>EXPENSES</b>	<b>REQUESTED GRANT FUNDS* (DTE)</b>	<b>MATCH (LOCAL SHARE- NON-DTE)</b>	
Personnel/Fringes			
Trees			
Misc. supplies			
Volunteer			
Contracted			
Equipment			
Other			
<b>TOTAL</b>			

\* Requested Grant Funds shall apply to the purchase of trees only.

**SOME ACCEPTABLE SOURCES OF MATCH INCLUDE:**

- Tree Maintenance (Year One only)
- Program Administration (up to 20% of requested grant funds)
- Tree Installation/Planting (in-house, volunteer labor or contract labor)
- Planting Supplies (i.e., mulch, stakes)
- Tree Delivery Costs
- Equipment (rented, purchased, in-house)

**TREE PLANTING INFORMATION-** Please answer the following questions and attach additional/separate pages as needed:

**A. NUMBER OF TREES TO BE PLANTED:**

\_\_\_\_\_  
\_\_\_\_\_

**B. SIZE: (I.E., CALIPER)**

\_\_\_\_\_  
\_\_\_\_\_

**C. TREE PLANTING STOCK TYPE:** (i.e. balled & burlapped, container, bare root, seedlings)

\_\_\_\_\_  
\_\_\_\_\_

**D. TREE SPECIES TO BE PLANTED:** (Applicants are strongly encouraged to use a diverse variety of tree species in their planting project.)

\_\_\_\_\_  
\_\_\_\_\_

**E. LOCATION OF TREE PLANTING (SITE MAP) AND TREE PLANTING DIAGRAM:** (please attach both)

☐ Street right-of-way ☐ Park/Nature Center ☐ Campus ☐ Other public area \_\_\_\_\_

**F. HOW ARE OVERHEAD AND UNDERGROUND UTILITIES TAKEN INTO CONSIDERATION WHEN TREE PLANTING?**

\_\_\_\_\_  
\_\_\_\_\_

**CALL MISS DIG AT (800) 482-7171 WHEN PLANNING ANY TREE PLANTING OR DIGGING PROJECT.**

**TREE MAINTENANCE PLAN:**

All planting projects must include a 3-year maintenance plan. A maintenance plan should address watering, pruning, damage control/management, insect and disease monitoring and other routine and corrective actions. The *Tree Maintenance Guidelines* (IC4108-1) may be used as a guideline. Please visit <http://www.mi.gov/dnrucf> to download a copy of this guide. Also, please indicate who will be responsible for these activities (i.e. municipal crews, residents, contractors, etc.).

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Identify the legal authority, responsible department, board, committee or commission charged with the carrying out and administration of this project.

Does the legal authority support this proposal?

☐ Yes ☐ No ☐ Pending

Written permission of landowner/municipality where planting project will occur?

☐ Yes (Please attach) ☐ NO If NO, a copy must be provided before beginning project.

**NON-PROFIT ORGANIZATIONS:** Copy of IRS determination indicating non-profit status enclosed? ☐ Yes ☐ No

*I hereby agree, as Designated Representative of above-named Applicant, to implement this project according to the Application and to abide by the provisions of the DTE Energy Foundation Tree Planting Grant Program, including compliance with all applicable federal and state laws and regulations.*

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

**APPLICATIONS MUST BE RECEIVED BY DECEMBER 29, 2006.**

**PLEASE DO NOT ENCLOSE MATERIALS IN FOLDERS OR BINDERS.**

**Submit completed and signed Application, along with two copies, to:**

Mailing Address:

DTE ENERGY FOUNDATION TREE PLANTING GRANTS  
FOREST, MINERAL AND FIRE MANAGEMENT  
MICHIGAN DEPARTMENT OF NATURAL RESOURCES  
PO BOX 30452  
LANSING MI 48909-7952

Street Address:

DTE ENERGY FOUNDATION TREE PLANTING GRANTS  
FOREST, MINERAL AND FIRE MANAGEMENT  
MICHIGAN DEPARTMENT OF NATURAL RESOURCES  
530 W ALLEGAN STREET  
LANSING MI 48933